

ANNUAL REPORT - 1944

State whether city, town, village, police village, or unincorporated settlement:

Town

Weakon Public Library

Year established County or District

1858 York.

Free or Association?

Free

Population of Community

6214.

FINANCIAL STATEMENT

RECEIPTS			EXPENDITURES		
Balance from report of 1943	<u>41</u>	<u>29</u>	Adult Classed Books	<u>207</u>	<u>88</u>
From Municipality, 1944	<u>3750</u>	<u>00</u>	Boys' and Girls' Books	<u>327</u>	<u>92</u>
County grant paid in 1944	<u>204</u>	<u>00</u>	Adult Fiction Books	<u>251</u>	<u>03</u>
Township grant paid in 1944			Periodicals and Newspapers	<u>105</u>	<u>08</u>
Legislative grant paid in 1944	<u>204</u>	<u>00</u>	Bookbinding		
*Membership fees	<u>42</u>	<u>60</u>	Cataloguing supplies	<u>19</u>	<u>73</u>
Fines, reserves, lost and damaged books	<u>92</u>	<u>12</u>	New Equipment		
Received from sale of books			Repairs to building and furniture	<u>114</u>	<u>26</u>
Received from sale of periodicals, etc.			Insurance	<u>284</u>	<u>8</u>
Received from debentures			Rent		
Other borrowed money			Light, heat, water	<u>284</u>	<u>82</u>
Other receipts itemized as follows:	<u>1</u>	<u>00</u>	Stationery, supplies	<u>12</u>	<u>42</u>
<u>Y.W.C.A. for rent</u>	<u>25</u>	<u>00</u>	Salaries Librarian	<u>1320</u>	<u>00</u>
<u>Hunter High School</u>			Salaries Assistants	<u>900</u>	<u>00</u>
			Wages Janitor	<u>330</u>	<u>00</u>
			Secretary (if other than librarian)	<u>60</u>	<u>00</u>
			Other expenditures as follows: <u>taxes</u>	<u>33</u>	<u>79</u>
			<u>miscellaneous</u>	<u>7</u>	<u>30</u>
			Cash on hand, Dec. 31, 1944	<u>121</u>	<u>61</u>
Total	<u>4156</u>	<u>01</u>	Total	<u>4156</u>	<u>01</u>
* For association libraries or non-resident patrons of free libraries.					
ASSETS			LIABILITIES		
Value of land	<u>2000</u>	<u>00</u>	Debentures		
Value of building, if owned by library	<u>10000</u>	<u>00</u>	Bills payable		
Value of furniture	<u>7000</u>	<u>00</u>	Other liabilities as follows:		
Value of books	<u>8500</u>	<u>00</u>			
Endowment funds					
Cash on hand, Dec. 31, 1944	<u>121</u>	<u>61</u>			
Total	<u>27621</u>	<u>61</u>	Total		

BOOK COLLECTION AND CIRCULATION

BOOK COLLECTION

Number of Adult Classed Books in library, 1944

3777

Number of Adult Fiction Books in library, 1944

3667

Number of Books for Boys and Girls in library, 1944

2953

Total number of books in library, December 31, 1944

10397

CIRCULATION

Number of Adult Classed Books circulated, 1944

9842

Number of Adult Fiction Books circulated, 1944

32134

Number of Books for Boys and Girls circulated, 1944

23121

Total circulation of books to December 31, 1944

65097

Books of Reference used in library

51689

Books Discarded, 1944

466

HOURS LIBRARY IS OPEN EACH WEEK

Fill in each blank where service is given; do not use "ditto" marks

CIRCULATING DEPT.

READING ROOMS

Monday	TOTAL HOURS	From 2:30 To 5:30 and From 7 To 9	From 2:30 To 5:30 and From 7 To 9
Tuesday	CIRCULATING	From 2:30 To 5:30 and From 7 To 9	From 2:30 To 5:30 and From 7 To 9
Wednesday	DEPARTMENT	From 1:30 To 4:30 and From 7 To 9	From 2:30 To 5:30 and From 7 To 9
Thursday	IS OPEN	From 2:30 To 5:30 and From 7 To 9	From 2:30 To 5:30 and From 7 To 9
Friday	EACH WEEK	From 2:30 To 5:30 and From 7 To 9	From 2:30 To 5:30 and From 7 To 9
Saturday		From 2:30 To 5:30 and From 7 To 9	From 2:30 To 5:30 and From 7 To 9

Reduction in service, if any, during summer months

PERIODICALS: MAGAZINES, NEWSPAPERS

Paid for—	DAILY	WEEKLY	MONTHLY	QUARTERLY	TOTAL
Canada	3	2	1	—	9
Great Britain	—	1	1	—	2
United States	—	2	12	1	16
Other countries	—	—	—	—	—
Total	3	6	18	1	27
Donated	—	6	7	2	15

REGISTRATION

If a Free Public Library	If an Association Public Library
Number of Borrowers on Register, December 31, 1944:	Number of Adult Members on Register, December 31, 1944:
Total 5068	Total

Amount of insurance carried on books in library, \$ 5100.00 Policy Expires June 1 1946

PERSONNEL, EXPERIENCE AND QUALIFICATIONS OF STAFF (Attach sheet if space below is insufficient)

	NAME	Total Years' Experience in Library Work	CERTIFICATE OF LIBRARIANSHIP Give number and date STATE ANNUAL SALARY PAID EACH ASSISTANT
Chief Librarian	Quill C. Gentry		
Assistant Librarian	Doris Adams		
" "			
" "			
" "			

BOARD AND OFFICERS FOR 1945

(For Association Libraries 5 Member may constitute a Board, but not more than 9)

BOARD MEMBERS (State whether "Mr.," "Mrs.," or "Miss," and for clergyman, give denomination)	ORDINARY OCCUPATION	POST OFFICE ADDRESS
1 Miss R. Y. Savage Chairman	Secretary Local Board	199 Main St. Wash
2 Mr. H. C. Higgins Member	Accountant	147 Duane Ave.
3 Mrs. Arthur Riche Member	Contractor	45 Broadway Ave.
4 Mr. P. J. Quirk Member	Lawyer	225 Canal St.
5 Dr. Joseph M. Hough Member	Medical Supr.	1005 Capital Bldg.
6 Mr. J. Calman Member	High School Teacher	130 King St.
7 Mr. T. D. Boone Member	High School Teacher	144 Canal St.
8 Miss Anne Wade Member	Public School Teacher	138 Duffin St. Wash.
9 Mr. R. C. Brown representing Mayor		
Mr. S. A. Smuck Secretary	Iron Hall	3 Cedar Ave.
Mr. S. A. Smuck Treasurer		

DECLARATION

This declaration shall be made before a Justice of the Peace, a Commissioner, a Notary Public, a Barrister or Lawyer, a Head of Municipal Council, Clerk, Reeve or Deputy Reeve of Municipality.

The undersigned officials of the

Weston

Public Library

do solemnly declare that all statements herein contained are complete and true to the best of our knowledge, and that the provisions of the Act and Regulations respecting Public Libraries and Reading Rooms, as far as they apply to this Public Library, have been complied with; that the Annual Report and the foregoing Statement, compiled from the Secretary's and Treasurer's books, which have been examined and audited, are true and correct for the year ending December 31, 1944, that all books reported as purchased have been received by the Librarian and have been properly stamped, labelled and shelved; that the expenditure reported by the Board of Management for books, periodicals and bookbinding for 1944, upon which this Public Library seeks to qualify for a Legislative grant, was not made with borrowed money or by promissory notes, or in any other way than by cash only, and we make this solemn declaration, conscientiously believing it to be true, and knowing that it is of the same force and effect as if made under oath and by virtue of The Canada Evidence Act.

(Signed)

E. Y. Lawrence

Chairman.

(Signed)

S. A. Smicek

Treasurer or Secretary.

Declared before me in the *Town* of *Weston* in the County of *York*

this *21st* day of *March* 1945.

Murphy

A COMMISSIONER FOR
TAKING OATHS, ETC.

The Space Below is for Departmental Use Only.

STATEMENT FOR LEGISLATIVE GRANT

ITEMS	GRANT BASED ON	GRANT RECOMMENDED
Books—Adult Classed		
Boys and Girls		
Adult Fiction		
Bookbinding, (not repairing)		
Materials for Cataloguing		
Periodicals, Magazines, Newspapers		
Less sold		
Grant on Reading Room		
Grant on Annual Receipts		
Grant on Librarian's Certificate		
Total		
Deduct for Ontario Library Review, 1945		
Net Grant Recommended		

Inspector of Public Libraries.

DATE PASSED FOR PAYMENT BY INSPECTOR

DATE CERTIFIED FOR PAYMENT

ANNUAL REPORTS

As provided in Regulations 10 and 11, all Public Libraries shall make up their reports to December 31, 1944, and forward them to the Department of Education, not later than March 15, 1945.

PUBLIC LIBRARY ANNUAL REPORT For 1944

PUBLIC LIBRARY

Post Office

NOTE

The report to be prepared in duplicate.
ONE COPY to be forwarded to:

The Inspector of Public Libraries,
Department of Education,
Parliament Buildings,
Toronto, Ontario.

THE OTHER to be retained by the
Library.

Regulations Governing Grants to Public Libraries

(1) The annual grants to public libraries, branch public libraries, county and township library associations, shall be apportioned from funds appropriated for the purpose as hereinafter provided:

(2) Not more than fifty per cent. of the expenditure on books, bookbinding and approved materials for classifying and cataloguing and supplies for an approved loan system, but no grant may be paid on any expenditure on works of fiction that exceeds forty-five per cent. of the amount expended on other books, and such grant shall not exceed the sum of one hundred dollars to any one library.

(3) Not more than fifty per cent. on expenditures for periodicals and newspapers, and such grant shall not exceed fifty dollars to any one library.

(4) a. Five dollars if a reading-room has been kept open at least two hours a day for three days a week.

b. Ten dollars if a reading-room has been kept open at least three hours a day for six days a week.

(5) The Minister may authorize the payment of the following:

a. Five dollars to a public library whose receipts for the year were less than twenty-five dollars.

b. Ten dollars to a public library whose receipts for the year were more than twenty-five dollars and less than one hundred dollars.

c. Fifteen dollars to a public library whose receipts for the year were more than one hundred dollars and less than two hundred dollars.

d. Twenty dollars to a public library whose receipts for the year were more than two hundred dollars and less than five hundred dollars.

e. In cases deserving of special consideration the Minister may authorize the payment of a special grant to the board of a public library in a community of less than two thousand inhabitants.

f. Fifty dollars to a public library or branch public library in a municipality of fewer than 100,000 population where a librarian or assistant is employed, holding a certificate of qualification from the Ontario Library School, or its equivalent as recognized by the Minister.

g. A grant to a county library association equal to the amount granted by the county council, or county councils if the association includes more than one county, but such grant shall not exceed in any one year the sum of one thousand dollars.

(6) The Minister may pay a grant to a public library board that enters into a contract with the Department of Education to furnish facilities for practice work, and other privileges, with or without class-room accommodation, for a training school for librarianship.

a. The Minister may pay a special grant, not to exceed one hundred dollars, to the board in any community of less than two thousand inhabitants on the establishment of a public library under Part I of The Public Libraries Act, and the payment may be made immediately after the appointment of the board and on receipt of an agreement signed on behalf of the board that the full amount of the grant will be expended on books, the selection to be approved by the Minister.

b. In apportioning grants the term "Fiction" shall not apply to books properly classifiable as children's books.

c. A reading-room to qualify for a grant shall be provided regularly with at least ten publications, exclusive of gifts, six of which must be standard monthly periodicals, and the remaining four may include daily or weekly newspapers, or weekly or monthly periodicals or any other list of publications approved by the Minister.

d. Every board shall insure its library's books for an amount not less than the sum of the Legislative grants for the last ten preceeding years.

(7) No grant may be paid on expenditures from money obtained as insurance or from money obtained from the sale of books or periodicals.

(8) Branch libraries acknowledged as such by the Minister shall be considered as separate public libraries for the purpose of the payment of grants.

(9) To qualify for a regular grant an association public library in a village or town must have at least fifty members, and in a police village or a rural district at least thirty members.

(10) Every board shall submit the required annual report or reports by the time specified on the report form unless extension of time has been granted in writing.

(11) If the amount voted by the Legislature for public library purposes is insufficient to pay in full the apportionments under the foregoing Regulations to libraries reporting by the required time, the Minister, may make a pro rata reduction, and if there is a balance left over the Minister may pay grants to other public libraries in the order in which their reports are received in correct form, and should the fund become exhausted, libraries reporting thereafter shall be disqualified from receiving payment for the year.

(12) Should a board perform an act that may reasonably be considered as conducive to inferior library service, or unnecessarily continue to maintain a condition opposed to the best interest of a public library, part or all of the total grant due at the time or next payable may be withheld.

(13) All Regulations heretofore in force pertaining to grants to public libraries are repealed.